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EOWS Community-Oriented Policing Summit: Summary of Proceedings

National Evaluation of Weed and Seed

Weed and Seed Best Practices

Weed and Seed In-Sites Magazine

Resources

Executive Office for Weed and Seed

www.ojp.usdoj.gov/eows

U.S. Department of Justice

www.usdoj.gov

Community Policing Consortium

www.communitypolicing.org

Institute for Law and Justice

www.ilj.org/index.asp

International Association of Chiefs of Police

www.theiacp.org

Office of Community Oriented Policing Services

www.usdoj.gov/cops

Police Executive Research Forum

www.policeforum.org

Officially Recognized Weed and Seed Sites (by State)

Alabama

Birmingham
Huntsville
Montgomery
Prichard
Selma

Alaska

Anchorage

Arizona

Flagstaff
Phoenix–Garfield
Phoenix–Capitol Mall
South Tucson
Tucson
Winslow

Arkansas

Texarkana
Pine Bluff

California

Compton
Contra Costa County
Fresno
Los Angeles–South Central
Los Angeles–Pico Union/Koreatown
Oakland
Oxnard
Oxnard #2
Sacramento
Salinas
San Jose
San Diego
San Francisco
Santa Ana
Selma

Colorado

Denver
Aurora

Connecticut

Bridgeport
Stamford
New Britain
Hartford
New Haven
Norwalk

Delaware

Wilmington

District of Columbia

Columbia Heights
Congress Heights
Ivy City/Trinidad
North Capitol Area

Florida

Alachua County
Brevard County
Clearwater
Delray Beach
Eatonville
Ft. Myers
Ft. Lauderdale
Gainesville
Hillsborough County
Homestead
Jacksonville
Manatee/Sarasota
Miami
N.W. Riviera Beach
Ocala
Orlando/Orange County
Polk County

St. Petersburg
Tallahassee
Tampa
Volusia County
West Palm Beach

Georgia

Athens
Atlanta
Albany
Augusta
Cobb County
East Point
Macon
Savannah
Valdosta

Hawaii

Honolulu
Honolulu (Waipahu)

Illinois

East St. Louis
Freeport
Northwest Austin
Maywood/Bellwood
Springfield
Village of Washington Park

Indiana

East Chicago
Gary
Indianapolis

Iowa

Des Moines

Kansas

Topeka
Wichita/Sedgwick

Kentucky

Louisville

Louisiana

Algiers-Bywater
La Fourche Parish

New Orleans
Queensborough/Ingleside
Shreveport

Maine

Androscoggin
Midcoast

Maryland

Baltimore-West Area
Baltimore-East Baltimore
Baltimore-Project
Baltimore-Pigtown
Garrison
Salisbury
Silver Spring
John Carroll Community

Massachusetts

Boston
Brockton
Chelsea
Lowell

Michigan

Benton Harbor-Benton Township
Detroit
Flint
Grand Rapids
Highland Park
Inkster
Kalamazoo
Muskegon/Muskegon Heights

Minnesota

Burnsville
Duluth
St. Paul/Frogtown
St. Paul
St. Paul/ECON
St. Paul/Summit U.
Minneapolis/Central
Minneapolis/Northside
Minneapolis/Phillips
Moorhead

Mississippi

Greenville
Greenville #2
Jackson
Tupelo

Missouri

Cape Girardeau
Caruthersville
Charleston
Kansas City
Independence
Popular Bluff
Sikeston
St. Louis

Montana

Northern Cheyenne
Missoula

Nebraska

Omaha

Nevada

Las Vegas
Reno

New Hampshire

(none)

New Jersey

Atlantic City
Camden
Newark
Orange
Trenton
Vineland

New Mexico

Albuquerque
Laguna Pueblo
Las Cruces

New York

Albany
East New York (Brooklyn)
Buffalo
Castle Hill (Bronx)

Far Rockaway (Queens)

Huntington Station
Jamestown
Mott Haven (Bronx)
New Cassel
North Bellport
North Amityville
Poughkeepsie
Rochester
Roosevelt
Syracuse
Syracuse #2
Troy
Village of Hempstead

North Carolina

Charlotte
Durham
Greensboro
Greenville
High Point
Lumberton
New Bern
Raleigh
Raleigh SE.
Rockingham
Winston-Salem

Ohio

Arkon
Cincinnati
Columbus
Euclid
Hamilton
Lima
Toledo
Toledo-Lagrange
Youngstown

Oklahoma

Lawton
Oklahoma City

Oregon

Eugene
Portland

Pennsylvania

Philadelphia
Philadelphia II
Pittsburgh Homestead/Hazelwood
Pittsburgh East Liberty
Pittsburgh Homewood
W. Philadelphia
N. Philadelphia

Rhode Island

Providence

South Carolina

Charleston
Florence
North Charleston

South Dakota

Enemy Swim
Rapid City

Tennessee

Chattanooga
Cleveland
Dyersburg
Humbolt
Memphis

Texas

Aldine–Harris County
Austin
Beaumont
Brownsville
Corpus Christi
Corpus Christi #2
Dallas
Ferguson Road Initiative
Ft. Worth

Galveston
Houston
McAllen
Richmond
San Antonio
South Dallas
Texarkana
Vernon
Wichita Falls

Utah

Salt Lake City
West Valley City

Virgin Islands

Estate Bovoni (St. Thomas)
Grove Place (St. Croix)

Virginia

Charlottesville
Richmond

Washington

Lakewood
Seattle–Central
SE Seattle
Tacoma
Toppenish

West Virginia

Wheeling

Wisconsin

Madison
Milwaukee
Milwaukee Area #2
Racine
United South

How To Obtain Technical Assistance From EOWS

Overview

All recipients for the U.S. Department of Justice, Office of Justice Programs, Executive Office for Weed and Seed (EOWS), are encouraged to develop written technical assistance (TA) work plans as part of their overall implementation strategies. The work plans are based on the results of ongoing local needs assessments, site initiated consultations with TA providers, and discussions with their EOWS program managers. The sites' TA work plans are processed by the EOWS coordinator as TA requests and are coordinated with TA requests from other sites.

TA Steps

1. **Develop TA request.** Site Steering Committee develops a TA request in response to a specific site need. Request should be justified in support of the site's Weed and Seed strategy.
2. **Submit TA for review.** Site submits TA request to EOWS program manager, who then contacts site to review TA request.
3. **Develop TA plan.** EOWS works to finalize plans for the TA including matching a site's needs to the list of qualified TA providers; negotiating TA services with TA providers; and arranging TA logistics. A working TA plan is developed.
4. **Obtain approval for TA plan.** The working TA plan is submitted to EOWS for approval. If approved by EOWS, the plan is submitted to the site for final approval.
5. **Negotiate contract agreement.** If a TA provider is involved, a work plan and contract agreement will be negotiated for TA. The

request will be processed for TA provider payments and reimbursement requests upon delivery of services.

6. **Deliver TA.** TA is delivered. Progress is monitored by EOWS program managers.
7. **Evaluate TA.** A customer satisfaction survey is sent to the Weed and Seed site receiving TA.

TA Service Alternatives

- Electronic (listserv, Web page) assistance.
- Multisite TA.
- Specific on-site assistance.
- Peer-to-peer assistance.
- Information or other resources.
- Training workshops/conferences.
- Telephone consultation.

What Should You Include in the TA Request?

Each TA request should have the following sections:

- A **statement** explaining the need for and objectives of the TA request. Include how the needed TA fits into your site's overall Weed and Seed strategy.
- A **description** of the specific assistance requested. The description should include each anticipated task associated with the request.

- If a **contractor or service provider** has been identified, include as much background information as possible. If no contractor has been identified, EOWS will work with you to find an acceptable provider.
- **Anticipated costs.** Include expected consultant rates, facility rental rates, copying and production costs for materials, travel, hotel, and per diem costs.
- **Timeframe.** Indicate when the TA should be provided.
- **Participants.** Identify the representatives from your site who will participate in the TA.

Web Site

The Weed and Seed Web site can be found at www.ojp.usdoj.gov/eows.

Database

The purpose of the Weed and Seed Database is to serve as an archive of basic site information on all sites. The database contains a site summary for each site that includes demographics, description of the target area, historic information, highlights of key successes, the most noteworthy programs, and funding information. One of the main uses of the database is to search the extensive catalog of site activities and programs and site contact information. TA information is also maintained in the database. Updates to the database should be submitted to EOWS for processing.

Executive Office for Weed and Seed
810 Seventh Street NW., Sixth Floor
Washington, DC 20531
202-616-1152
202-616-1159 (Fax)
www.ojp.usdoj.gov/eows

Implementation Manual Glossary of Terms

Community Development Block Grant (CDBG):

These grants are administered by the U.S. Department of Housing and Urban Development and awarded to communities to carry out a range of community development activities directed toward neighborhood revitalization, economic development, and improvements to community facilities and services.

community mobilization: A process to rally and organize community members and stakeholders to work as a group toward common community goals.

community service officer (CSO): A uniformed civilian employee whose duty it is to handle nonenforcement situations that would otherwise be assigned to sworn police officers, including conflict resolution, missing persons report filing, assistance with emergency needs of the community, and crisis intervention. The support of a CSO reduces the demands on sworn officers so that they can devote their time to other aspects of community policing.

CAD: computer-aided dispatch.

CCE: continuing criminal enterprise.

DEFY (Drug Education for Youth): A comprehensive, two-phased mentoring program that uses adult leadership to strengthen protective factors that direct youth to a life without drugs, alcohol, and gangs. DEFY has three goals:

- To develop relationships between youth and positive adult role models.
- To deliver life-skills training.
- To deter drug use and gang involvement.

differential police response (DPR): A practice of managing calls to increase response to community calls for service. By prioritizing calls by severity of emergency, police can better provide timely responses to callers by responding over the phone, scheduling next-day responses to nonemergency calls, and distributing responses to community service officers for report filing. DPR creates more unbroken patrolling time for problem solving and community policing. The end result is a net reduction of overall dispatches of police officers and a rescheduling of some lower priority dispatches to hours of relatively lower 911 demands.

DOJ: U.S. Department of Justice.

Empowerment Zone and Enterprise Community (EZ/EC): A U.S. Department of Housing and Urban Development initiative that offers both rural and urban residents and businesses innovative approaches to revitalization that bring communities together with public and private partnerships and attract financial backing for economic and community development.

Executive Office for Weed and Seed (EOWS):

The program office in the Office of Justice Programs, U.S. Department of Justice, that manages and administers the Weed and Seed strategy at the national level. EOWS provides services, technical assistance, training, resources, grant oversight, and funding to local Weed and Seed strategies. EOWS is responsible for overall program policy, coordination, development, and budgeting. Additionally, EOWS

- Enhances law enforcement and prosecution coordination among Federal, State, and local agencies.

- Processes Weed and Seed property forfeitures to convert problem properties to community uses.
- Coordinates asset forfeiture fund reimbursement for State and local law enforcement.
- Awards Official Recognition to unfunded sites.
- Coordinates training meetings to support site initiatives.
- Publishes tools for community development and leadership, including the nationally distributed *In-Sites* magazine.
- Coordinates with other cooperating programs or agencies.

High-Intensity Drug Trafficking Area (HIDTA) Program: A national program funded by the Office of National Drug Control Policy (ONDCP) that provides resources to areas identified as having the most critical drug-trafficking problems affecting the rest of the country. HIDTA creates Federal, State, and local partnerships in the most critical drug-trafficking areas to tailor antidrug goals into regional solutions.

Individual Development Account (IDA): IDAs are asset-building tools that provide low-income individuals with an incentive to save money to continue their education, start a business, or buy a home.

law enforcement strategy: The Weed and Seed law enforcement vision, which includes police and prosecution strategies, to remove serious and visible criminals quickly from high crime neighborhoods.

Law Enforcement Subcommittee: A subgroup that reports to the Weed and Seed Steering Committee comprising representatives from all law enforcement agencies with jurisdiction in the Weed and Seed neighborhood.

memorandum of agreement (MOA): A written statement of commitments signed by members of the Steering Committee and partner organizations. The MOA serves as documentation, clarification, and a resource for later followup activities.

neighborhood assessment: The process in which community stakeholders, including residents, law enforcement agents, business owners, and nonprofit organizations, collect data on and analyze the resources and problems within a specific neighborhood.

neighborhood watch program: A program in which the community works together to look for and identify criminal activities within the neighborhood.

Official Recognition (OR): The designation awarded by EOWS to sites that submit a comprehensive plan to implement a Weed and Seed strategy in a designated area. Once OR has been awarded, sites may apply for Weed and Seed funding.

Operation Weed and Seed: A community-based approach to law enforcement, crime prevention, and neighborhood restoration. Established in 1991 by the U.S. Department of Justice (DOJ), Weed and Seed is an innovative strategy within DOJ's Office of Justice Programs that provides a comprehensive multiagency approach to community revitalization. There are four elements to Weed and Seed:

- Law enforcement.
- Community policing.
- Prevention, intervention, and treatment.
- Neighborhood restoration.

Organized Crime Drug Enforcement Task Force (OCDETF): A Federal program initiated in 1982 to combine Federal, State, and local law enforcement efforts into a comprehensive attack against

organized crime and drug traffickers. Aspects of the program have influenced every major law enforcement initiative in recent years, such as HIDTA, Weed and Seed, and the Anti-Violence Initiative.

PIT: prevention, intervention, and treatment.

Safe Haven Program: A multiservice center that coordinates youth and adult services in a highly visible, secure, and accessible facility. Every Weed and Seed site is required to have at least one Safe Haven in its target area. The Safe Haven acts as the center of activity for most Weed and Seed initiatives.

scanning-analysis-response-assessment (SARA): An approach to problem solving used by community police officers to identify and respond to problems within a community. Successful implementation of the model by law enforcement officers has led to increased use of SARA by residents, businesses, and universities to identify and resolve issues in their immediate community.

site coordinator: The individual who is the full-time “hands on” person working in the Weed and Seed target neighborhood. The site coordinator is the link between members of the target area, Safe Haven staff, law enforcement, EOWS, and the site Steering Committee.

Steering Committee: The Weed and Seed Steering Committee includes representatives from the four key stakeholder groups: the U.S. Attorney or designee, residents of the designated neighborhood, city or county government representatives, and local law enforcement officials. It may also include other representatives, including youth and elderly residents of the target area. The role of the Steering Committee is to

- Complete initial development steps.
- Provide direct oversight and management of program goals and objectives.

- Coordinate the activities of Weed and Seed subcommittees.
- Implement a coordinated law enforcement and neighborhood restoration plan.
- Approve changes to the program.
- Document program activity.
- Evaluate the overall program.

technical assistance: Technical assistance helps sites achieve their goals with professional guidance, advice, consultation, and training. It is an integral role in Weed and Seed strategy.

U.S. Attorney’s Office (USAO): Participation by the local USAO is mandatory for every Weed and Seed site. The USAO plays a central role in organizing the Steering Committee and is integral to the site’s law enforcement strategy. The role of the U.S. Attorney is to

- Provide leadership to community leaders who coordinate the strategy locally.
 - Convene a core group of community officials in a “working committee” and assist the local site in selecting and convening a Steering Committee.
 - Serve on the Steering Committee (often as chair of this committee).
 - Initiate the planning activities.
- Weed and Seed stakeholders:** The four key stakeholders for a Weed and Seed program are
- The U.S. Attorney or a designee.
 - Residents of the designated neighborhood.
 - The mayor, city manager, county executive, or designated representative of city or county government.
 - The police chief, sheriff, or other designated representative of local law enforcement.

Safe Haven Sample Forms

Weed and Seed Safe Haven Center Volunteer Survey/Intake Form

135

Name: _____ Date: _____

Address: _____

City, State, ZIP: _____ Phone: _____

Activity	Prioritize	Days Available		Hours	
		Friday	Saturday	First Choice	Second Choice
Cultural/Skills Building					
Sewing instructor					
Talent show coordinator					
Dance class instructor					
Drill team coordinator					
Modeling instructor					
Guitar instructor					
Other					

Activity	Prioritize	Days Available		Hours	
		Friday	Saturday	First Choice	Second Choice
Recreation					
Boys basketball coach					
Girls basketball coach					
Baseball coach					
Karate instructor					
Billiards instructor					
Volleyball instructor					
Sports medicine instructor					
YFCA Outings					
Swimming chaperon					
Weightlifting chaperon					
Field Trips					
Fishing chaperon					
Bowling chaperon					
Other					

Safe Haven Sample Forms

Safe Haven Staff Inventory

I36

Date: _____ Site Name: _____

Type of Staff Members: ☐ Paid by Safe Haven
☐ Volunteers
☐ Student Interns

It is recommended that a separate form be maintained for each type of staff so that subtotals can be calculated for each staff type. These subtotals can be easily transferred to the quarterly staff report. There is a separate staff inventory form for repositioned staff.

Name	Title	Start Date/ End Date	Full Time	Part Time	Hours Per Month
Totals					

Safe Haven Sample Forms

Weed and Seed Service Provider Information Sheet

Agency Name: _____

Federal Tax Identification Number: _____

Or

Social Security Number: _____

Name of Person(s) Authorized To Request Reimbursement:

Name: _____

Signature: _____

Name: _____

Signature: _____

Name To Appear on Check: _____

Address To Mail Check:

Safe Haven Sample Forms

Weed and Seed Participant Information Form

I38

ID Code: _____

I. Participant Data:

First Name: _____ M.I.: _____ Last Name: _____

Street Address: _____

City: _____ State: _____ ZIP Code: _____

Telephone: _____

Race: Check one best answer:

☐ African American

☐ Hispanic

☐ White

☐ Asian/Pacific Islander

☐ Other

Sex: ☐ Male

☐ Female

Date of Birth: ____/____/____

Are you a [target area] or [target area] resident? (circle one)

II. Emergency Contact: _____

(Name)

(Telephone Number)

(Relationship)

Parents must complete this section for participants under 18 years of age.

III. Parent/Guardian

First Name: _____ M.I.: _____ Last Name: _____

Relationship to Participant: ☐ Mother

☐ Father

☐ Legal Guardian

☐ Other: Please Specify: _____

Street Address: _____

City: _____ State: _____ ZIP Code: _____

I, _____, parent/guardian of _____, waive all liability and give my son/daughter permission to participate in all activities of Weed and Seed, Project Safe Haven. I also give my son/daughter permission to be transported to other Safe Haven sites for activities and to participate in special trips and events including monthly Weed and Seed Steering Committee meetings or as outlined in the Safe Haven Program.

Signature of Parent/Guardian

Date

Sample Format for Site Summary

[Site Name]

Background: _____

Target Area: _____

Steering Committee: _____

Strategy: _____

Law Enforcement: _____

Community Policing: _____

Prevention/Intervention/Treatment: _____

Safe Haven: _____

Neighborhood Restoration: _____

Special Initiatives: _____

Notable Programs: _____

Evaluation: _____
